

PROTECTIVE SERVICES COMMITTEE MEETING MINUTES

THURSDAY, JULY 8, 2021 AT 4:00 P.M.

LUNENBURG AND DISTRICT FIRE HALL

PRESENT: Deputy Mayor Peter Mosher, Chair
Councillor Ed Halverson
Councillor Susan Sanford
David Afford, Fire Districts 1 and 2 Commission Board Member
David Baugil, Fire Districts 1 and 2 Commission Board Member

ALSO PRESENT: Cory Hodder, Assistant Deputy Fire Chief
Bea Renton, CAO
Dave Robb, Deputy Fire Chief
Darren Romkey, Fire Chief

ABSENT: Brian Keizer, Fire Districts 1 and 2 Commission Board Chair
Councillor Melissa Duggan

1. Call to Order

The Deputy Mayor called the meeting to order at 4:01 p.m.

2. Acknowledgement of Mi'kma'ki the ancestral and unceded territory of the Mi'kmaq People

The Deputy Mayor recognized Lunenburg's location on the unceded territory of the Mi'kmaq People.

3. Agenda

Motion: moved and seconded to approve the agenda. Motion carried.

4. Protective Services Committee April 8, 2021 meeting minutes

Motion: moved and seconded to approve the April 8, 2021 meeting minutes. Motion carried.

5. Business Arising from the Minutes/Unfinished Business

a. Replacement Schedule for Fire Trucks

The Chair noted that Council will be addressing the proposed award of contract for a replacement Fire Rescue truck at the July 13, 2021 Town Council meeting (**Schedule A**). Commission members advised that they have not yet made a decision regarding funding of same, but will soon. The Chair commented on the mutual benefits of a joint

Capital acquisition partnership for fire protection services to the area and ongoing discussions for same.

6. New Business

a. Fire Chief's Monthly Information Reports for April, May and June 2021

The Fire Chief provided an overview of these monthly reports for the Committee (Schedule "B").

The Committee discussed the Commission annual meeting which was not held this year due to the pandemic. It was noted that there are eight members on the Commission and Brian Keizer is the Chair.

7. Next Meeting Dates

Thursday, October 14 at 4:00 p.m. at the Fire Hall.

8. Adjournment

Motion: moved and seconded to adjourn the meeting. Motion carried.

The meeting was adjourned at 4:13 p.m.

Bea Renton, CAO

Document No: 7.
Meeting: July 13, 2021 Council
Circulate: Council, LD, KR, KMCP,
LDFD
File: Budget 2020/21

MEMORANDUM

TO: TOWN COUNCIL

**FROM: LDFD FIRE CHIEF DARREN ROMKEY AND KATIE MACMILLAN,
BUSINESS/PURCHASING COORDINATOR**

DATE: JULY 5, 2021

RE: LUNENBURG DISTRICT FIRE DEPARTMENT NEW RESCUE VEHICLE

1. FACTS

At the March 23, 2021 Council meeting the following motion was approved: *moved and seconded Council pre-approval to order a replacement Fire Rescue (02) truck for delivery in 2022/23 fiscal year (Schedule "H")*. This allowed for a Request for Proposals ("RFP") to be issued on April 22, 2021. The RFP closing date was May 28, 2021. Four proposals were received in response to this RFP. Due to the value of the proposed vehicle value being over \$100,000, Council must award the RFP in accordance with the Town's Purchasing Policy.

2. ISSUES AND OPTIONS ANALYSIS

Four bids were received and the pricing (before HST) is as follows:

Bidder	Price
Metalfab. Ltd.	\$ 578,685.00
Micmac Fire & Safety Source Ltd.	\$ 618,315.00
Rocky Mountain Phoenix Inc.	\$ 611,560.00
Techno Feu Inc.	\$ 662,954.75

A rough breakdown of the number of detailed specifications that were required in the RFP that the proponents either cannot meet or have proposed deviations for is as follows:

Bidder	Specifications Not Exactly Met
Metalfab. Ltd.	31
Micmac Fire & Safety Source Ltd.	13
Rocky Mountain Phoenix Inc.	19
Techno Feu Inc.	26

Although weighting and evaluation criteria were provided in the RFP document, the LDFD Evaluation Committee chose not to use it.

The LDFD Evaluation Committee would like to award the RFP to Micmac Fire & Safety Source Ltd. as they had the fewest number of specifications that cannot be exactly met. Also, Micmac Fire & Safety Source Ltd. was the supplier of Engine #2 delivered in summer 2020. LDFD has had unfavourable experiences working with other providers in the past, but they are very happy with Engine #2 and have had excellent service provided by Micmac Fire & Safety Source Ltd. Because of the confidentiality clause in the RFP document, the proposals cannot be provided to the public or discussed in open session.

Estimated delivery time is currently 435 days after receipt of this customer order.

3. FINANCIAL IMPACT

The pre-approved budget for the purchase of the new Fire Rescue Vehicle is \$694,600. The vehicle from Micmac Fire & Safety Source Ltd. is priced at \$618,315 plus net HST for a total cost of \$644,816., plus the registration cost for the vehicle.

It is recommended that a \$10,000 contingency, plus net HST be approved for any unforeseen expenses that may arise during the building of the truck.

The surplus Rescue vehicle will be sold through a surplus tender sale once the replacement Rescue vehicle is delivered in 2022. Any proceeds from the sale of the surplus vehicle will be put towards the borrowing incurred for the purchase of the new vehicle and the balance will be financed from reserve transfer and long-term borrowing.

4. STRATEGIC PLAN RELEVANCE

This project is part of "4.9 Emergency Services: A) continue to work with the Lunenburg and District Fire Department to ensure it is able to efficiently and effectively respond to fires and other emergencies."

5. RECOMMENDATION AND DRAFT MOTION

It is recommended that Council approve the following draft motion:

Motion: moved and seconded that Council approves the acceptance of the Fire Rescue vehicle proposal from Micmac Fire & Safety Source Ltd. at a cost of \$618,315, plus net HST and a \$10,000 contingency, plus net HST for any unforeseen expenses that may arise during the building of the truck.

Acknowledged only by:

Bea Renton
CAO



Lunenburg & District Fire Department

25 Medway Street, P.O. Box 1478

Lunenburg, Nova Scotia

634-8343 Fax -634-4145

Chief Darren Romkey

Cell- 212-0476 dromkey@eastlink.ca

Chief Report for April 2021

Calls

There were 15 calls this month including .

10 calls in the district (2 illegal burns, 1 controlled burn, 3 grass, 2 alarms, 2 chimney)

2 calls in town (1 alarm, 1 MVC)

3 Mutual Aid (Greenfield, Chester and Riverport)

Total of 462 personnel responded to 28 hours total calls.

Averaged 30.8 members per response.

855 total personnel hours were spent responding to calls

Training

There were 22 various training sessions totaling 128.5 hours this month including driver training, MFR, Wildland fire, Ice Rescue pump operations and general fire training attended by 143 members.

A total 559 personnel hour were spent on training this month.

Misc

There were 6 various misc operational functions totaling 10 hours.

134 total personal hours were spent on various misc operations such as meetings and truck/equipment checks this month

Total of 1548 personnel hours this month.

April 9th-Issues with Bell had their customers without phone and internet service. A crew was put on for a few hours at the station in case someone with an emergency drove to the hall to report it.

April 11th- Monthly Junior Fire Fighter practice

April 14-Monthly Truck checks and General meeting

April 17-Several members attended a day long Wilderness Fire Fighting course at our station

April 17-Annual Chowder Cup hockey game against the RCMP. Fire Department won this years game 7-5.

Due to Covid restrictions we were unable to have a chowder social at the fire hall after the game.

This is an annual tradition that has been going on since 1973. Only missing a few years.

April 18-Monthly Pump Operator training

April 21-Medical First Responder training

April 24-2 members attended a course in inspecting SCBA bottles. This was hosted by the Greenfield Fire Department.

April 25-6 members attended a session to be fitted for Personal Protective equipment and an overview in responding to Cardiac Arrests.

We currently have been stopped by EHS in responding to medical emergencies but departments throughout the province has been equipped and trained to respond to Cardiac Arrests only. We have been placed back in service to respond to Cardiac arrest only .

April 27th-another provincial wide lock down due to Covid has been announced. All training, meeting and non essential fire operations (pool filling, dive bottle filling etc) has been suspended until further notice.



Lunenburg & District Fire Department

25 Medway Street, P.O. Box 1478

Lunenburg, Nova Scotia

634-8343 Fax –634-4145

Chief Darren Romkey

Cell- 212-0476 dromkey@eastlink.ca

Chief Report for May 2021

Calls

There were 7 calls this month including .

5 calls in the district (1 illegal burn, 1 grass, 1 alarm, 1 Propane Leak and 1 chimney)

1 call in town (1 alarm)

1 Mutual Aid (Chester)

Total of 186 personnel responded to 9 hours total calls.

Averaged 25.7 members per response.

267 total personnel hours were spent responding to calls

From the time we received the initial page, to the first truck responding was an average of 3 minutes.

Training

Due to Covid restrictions that were implemented, all training was cancelled until further notice.

As of June 1st, restrictions are still set and will be re-evaluated as each phase is announced.

If things continue to improve, I am hoping the restrictions will allow us to train out doors as we need to keep up on our training, and running equipment.

Misc

Again, Covid restrictions did not allow us to have our usual meeting and other operational functions, however it was necessary to get our truck checks done and ensure all equipment is accounted for and in working order.

We were able to do truck checks, but unlike the norm where we all attend on the same night, our 8 crews were split up it groups of 2, ½ the crews came one night, the other half another. We were able to stay within the crews, wearing masks and social distancing was able to be met.

There were 3 various misc operational functions totaling 6 hours. Truck checks and a Truck Committee meeting to start reviewing the returned RFPs for our new Rescue 4.

61.5 total personal hours were spent on the truck/equipment checks, and Truck Comm meeting this month

Total of 299.5 personnel hours this month.

Regular bi annual inspection of our Air Compressor system amd SCBA packs were carried out with 1 SCBA pack placed out of service for calls, but can be used for training. We had 1 spare so this does not require replacement at this time.

Production of the Netflix TV series the Sinner has rented our Auditorium for the summer. They are expected to be here until the middle of September. They are using our facility, along with a large tent set up in the parking lot, for dining areas for the crew.

This does create a minor inconvenience but does not affect our responses or daily operations.

May 25th and 26th-Monthly truck checks.

May 30th-Truck Committee Meeting

May 31st-Our station flags were placed half mast for the 215 unmarked graves of the children found in the school property in Kamloops BC, as well as for the Blockhouse and District Active Deputy Chief John Walters who passed away unexpectedly at the age of 43. John was a member of our Junior Fire Department back in the late 1990's.



Lunenburg & District Fire Department

25 Medway Street, P.O. Box 1478

Lunenburg, Nova Scotia

634-8343 Fax –634-4145

Chief Darren Romkey

Cell- 212-0476 dromkey@eastlink.ca

Chief Report for June 2021

Calls

There were 9 calls this month including.

2 calls in the district (1 alarm, and 1 camper trailer)

3 call in town (2 alarms, 1 structure)

4 Mutual Aid (2 Martins River, 1 Riverport and 1 Chester)

There was also 1 medical call in the District.

We are presently only responding to Cardiac Arrests until EHS MFR services gives fire departments the OK to resume our usual response.

There are different levels of responses between fire departments in the province.

We are Level 2 which means we will respond automatically to Cardiac arrests, and Motor Vehicle collisions.

All other medical responses are at the call of the responding paramedic crew. Meaning if they have an extended response time, they will request us to respond. I can answer any questions at the next Protective Services meeting, or any time.

Total of 242 personnel responded to 23 hours total calls.

Averaged 26.7 members per response.

639.5 total personnel hours were spent responding to calls

Training

Although most Covid restrictions were in place, we were able to participate in some limited training.

Monthly general practice consisted of Boat operations, water evolutions, vehicle extrication and new air bag training.

Other training throughout included Officers training, drone and pump operator.

Misc Operational

Filling residents swimming pools took up a majority of our misc time, we filled 15 pools.

Also included in misc were various meetings, public assist and cleaning of the Ladder truck after the Chester playhouse fire.

After each major fire where the ladder is used, it is required to have a complete cleaning of the ladder.

This includes removing all the grease off the water way, regreasing it and scrubbing down the ladder.

The grease has to be changed because dirt from the heavy smoke attaches to it and can act as sand paper as the water pipe retracts inside itself. This process takes 6 members 3 hours to complete. This cleaning is over and above the general cleaning of all trucks and equipment after the call.

51 members attended 26 hours of activities for a total of 98 personal hours were spent on these misc operational duties this month.

Total of 789.5 personnel hours this month.

After discontinuing pool filling, and dive bottle filling due to Covid restrictions, we have started these activities up again.

This month we received our new air bags and TMR radios.

These have been purchased with fire department funds and saved capital expenses of between \$20 000 and \$25 000 for the town and district.

Our Club Room and station in general has been shut down to all non fire operational related activity but with the mid-month restrictions lifted, things have been opened up to limited capacity.

We are currently in the annual process of having all of our SCBA bottles visually inspected.

This requires half of them be taken to Connors in Halifax.

The first half has been checked, while the other half are currently in Halifax and will be picked up this month.

We do have a guideline to call Bridgewater for mutual aid for additional bottles in the event of an emergency. We have enough that will allow us to perform our duties without interruption until they arrive.